



Central Okanagan
Public Schools
Together We Learn

BOARD OF EDUCATION PUBLIC MEETING AGENDA

(Second and fourth Wednesday of each month, with the exception of January (which will be the third and fifth Wednesday) July and August, and with the exception of the fourth Wednesday in March and December, at the School Board Office, at 6:00 PM.)

The Central Okanagan Board of Education acknowledges that this meeting is being held on the Traditional Territory of the Okanagan People.

DATE: Wednesday, February 13, 2019
TIME: 6:00 pm
LOCATION: School Board Office
1040 Hollywood Road S.
Kelowna, BC

A copy of the Agenda and attachments are available on the School District website:
<http://www.sd23.bc.ca/Board/boardmeetinginfo/meetingagendaattachments/Pages/default.aspx>
Alternatively, copies are available on request at the School Board Office.

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1. **AGENDA**
Additions/Amendments/Deletions
2. **MINUTES**
 - 2.1 **Public Board Meeting – January 30, 2019**
(Attachment)
3. **CENTRAL OKANAGAN PUBLIC SCHOOLS – "INSIDE 23"**
 - 3.1 **École KLO Middle School – The Nest**
4. **INTRODUCTION/RECOGNITION**
 - 4.1 **Recognition: Drama Teacher of the Year – B.C. Drama Educators**
 - **Ryan Grenier, Theatre/Drama Teacher at OKM**
 - 4.2 **Harmony Day – February 20, 2019**
Presenter: Leigh-Ann Yanow, Chair, Harmony Day Committee

DECLARATION:

- WHEREAS** Harmony Day recognizes that the citizens of the Central Okanagan come from all over the world; and,
- WHEREAS** Harmony Day provides an annual opportunity for the Central Okanagan Public Schools community to celebrate cultural diversity while committing to mutual respect; and,
- WHEREAS** Harmony Day creates sensitivity to and respect for differences; and,
- WHEREAS** Harmony Day allows the Central Okanagan Public Schools to focus on the mission of educating students in a safe, inspirational learning environment; and,
- THEREFORE** I, Moyra Baxter, as Chairperson of the Board of Education of the Central Okanagan Public Schools, do hereby proclaim February 20, 2019 as Harmony Day in Central Okanagan Public Schools.

4.3 Pink Shirt Day – February 27, 2019

DECLARATION:

The Central Okanagan Board of Education declares Wednesday, February 27, 2019 as "Pink Shirt Day" in Central Okanagan Public Schools.

5. DELEGATIONS

Meeting Recess (Five Minutes)

6. PUBLIC QUESTION/COMMENT PERIOD

The purpose of this public question/comment period is to provide an opportunity to members of the gallery to ask a question or comment on any items on the agenda. The total time for this period shall normally be 15 minutes. A person wishing to speak is requested by the Chairperson of the Board to state his/her name and provide, if possible, a written copy of the comments.

7. PRESENTATION

7.1 British Columbia Student Leadership Conference 2020

Presenters: Al Hopgood, Teacher – Springvalley Middle School
Ryan Wakefield, Teacher – Springvalley Middle School

8. TRUSTEES QUERIES/COMMENTS

9. ACTION ITEMS

9.1 Proposal to Host the BC Student Leadership Conference 2020

*Recommendation of the Coordinating Committee – January 22, 2019
(Attachment)*

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STAFF RECOMMENDATION:

THAT: The Board of Education supports the request to host the 2020 BC Student Leadership conference in the Central Okanagan Public School District.

9.2 Approval of 2018/2019 Amended Annual Budget

*Recommendation of the Finance and Audit Committee – January 23, 2019
(Attachment)*

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RECOMMENDATION:

THAT: At the February 13, 2019 Public Board Meeting, the Board of Education give first, second and third readings to the School District No. 23 (Central Okanagan) Amended Annual Budget Bylaw for 2018/2019;

THAT: The School District No. 23 (Central Okanagan) Amended Annual Budget Bylaw for 2018/2019 in the amount of \$260,904,760 be read a first, second and third time, passed and adopted the 13th day of February, 2019.

9.3 Policy 155 – Planning and Facilities Committee

*Recommendation of the Planning and Facilities Committee – January 23, 2019
(Attachment)*

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RECOMMENDATION:

THAT: The Board of Education affirm Policy 155 – Planning and Facilities Committee, as attached to the Agenda, and as presented at the February 13, 2019 Public Board Meeting.

9.4 Proposed Work Plan for Long-Term Facility Plan Update

*Recommendation of the Planning and Facilities Committee – January 23, 2019
(Attachment)*

RECOMMENDATIONS:

THAT: The Board of Education grant approval for staff to move forward with the review of the Long-Term Facility Plan as attached to the Agenda, and as presented at the February 13, 2019 Public Board Meeting;

AND THAT: The Board of Education appoint a Board member to participate on the Steering Committee.

9.5 Appointment of New BC Public School Employers' Association (BCPSEA) Alternate Trustee Representatives

*Recommendation of the Coordinating Committee – February 6, 2019
November 14, 2018 Public Board Meeting - Trustee Bowman was declared by acclamation to be the alternate representative to the BC Public School Employers' Association - BCPSEA Representative Council.*

RECOMMENDATION:

THAT: The Board of Education appoint Trustee Tiede to be the alternate representative to the BC Public School Employers' Association – BCPSEA Representative Council.

9.6 Appointment of New BC School Trustees Association (BCSTA) Alternate Trustee Representatives

*Recommendation of the Coordinating Committee – February 6, 2019
November 14, 2018 Public Board Meeting - Trustee Tiede was declared by acclamation to be the alternate representative to the BC School Trustees Association (BCSTA) Provincial Council.*

RECOMMENDATION:

THAT: The Board of Education appoint Trustee Bowman to be the alternate representative to the BC School Trustees Association (BCSTA) Provincial Council.

9.7 BC School Trustees Association Annual General Meeting Motions

Recommendation of the Coordinating Committee – February 6, 2019

RECOMMENDATION:

THAT: The Board of Education forwards the following motion to BCSTA to be included on the BCSTA AGM Agenda: That BCSTA urge the provincial government (Ministry of Education/Ministry of Transportation) to work with the Federal Minister of Transportation's Task Force to explore all aspects of school bus safety, including the issue of seat belts, and to report back to Boards of Education.

10. PUBLIC QUESTION/COMMENT PERIOD

This public question/comment period is to provide an opportunity to members of the gallery to ask a question or comment on any matter pertaining to public education.

11. INFORMATION ITEMS

11.1 Superintendent's Emergent Issues

- Pg. 43 **11.2 Financial Update – December 31, 2018**
(Referred from the January 23, 2019 Finance and Audit Committee Meeting)
(Attachment)
- Pg. 47 **11.3 Level 4 and 5 Field Study Summary – 2018/2019**
(Attachment)
- Pg. 56 **11.4 General Statement – January 30, 2019**
(Attachment)
- 12. BOARD/DISTRICT COMMITTEE QUERIES/COMMENTS AND REPORTS**
- 13. BOARD CORRESPONDENCE**
- Sent:** Minister R. Fleming, February 5, 2019, Regarding Rutland Middle School Project.
- Received:** K. Dixon, January 27, 2019, Regarding Bussing for French Immersion students.
 L. Cordes, February 6, 2019, Regarding Bussing for French Immersion students.
 J. Huber, February 8, 2019, Bus Transportation
 Dorothea Walker Elementary PAC, February 8, 2019, Transportation Request
- RECOMMENDATION:**
THAT: At the February 13, 2019 Public Board Meeting, the Board receive the correspondence listed above.
- 14. ITEMS REQUIRING SPECIAL MENTION**
- 14.1 Canadian Home and School Federation National Teacher/Staff Appreciation Week – February 10-16, 2019**
- 15. BC PUBLIC SCHOOL EMPLOYERS’ ASSOCIATION**
- 16. BC SCHOOL TRUSTEES ASSOCIATION**
- 16.1 BCSTA Meeting of Board Chairs**
- Date: Thursday, February 21, 2019
 Location: Sheraton Vancouver Airport Hotel
- 16.2 Ministry of Education Partnership Meeting**
- Date: Friday, February 22, 2019
 Location: Sheraton Vancouver Airport Hotel
- 16.3 Thompson Okanagan Branch Meeting**
- Date: Friday, March 1 to Saturday, March 2, 2019
 Location: Predator Ridge Resort, Vernon, BC
- 16.4 BCSTA Leadership Development Program Workshop**
- Date: Thursday, April 11 to Friday, April 12, 2019
 Location: Hollywood Road Education Services - Gym

16.5 BCSTA Annual General Meeting and Provincial Council

Date: Thursday, April 25 to Sunday, April 28, 2019
Location: Sheraton Vancouver Airport Hotel

17. BOARD MEETINGS WITH PARTNER AND COMMUNITY GROUPS

17.1 Board Meeting with District of Lake Country

Date: Thursday, March 7, 2019
Location: George Elliot Secondary - Library

18. FUTURE MEETINGS

18.1 REGULARLY SCHEDULED BOARD MEETINGS

Regular Public Board Meeting:
Wednesday, February 27, 2019 at 6:00 pm
Board Room Main at 1040 Hollywood Road South

18.2 BOARD STANDING COMMITTEE MEETINGS

Finance and Audit Committee Meeting:
Wednesday, February 20, 2019 at 4:00 pm
Board Room Main at 1040 Hollywood Road

Planning and Facilities Committee Meeting:
Wednesday, February 20, 2019 at 6:00 pm
Board Room Main at 1040 Hollywood Road

19. NOTICES OF MOTION

20. ITEMS FOR A FUTURE AGENDA

21. MEDIA QUESTIONS

22. ADJOURNMENT



Central Okanagan
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BOARD OF EDUCATION PUBLIC MEETING MINUTES

(Second and fourth Wednesday of every month, except July and August, and the third Wednesday in March and the second Wednesday in December, at the School Board Office, at 6:00 PM.)

The Central Okanagan Board of Education acknowledged that this meeting was being held on the Traditional Territory of the Okanagan People.

DATE: Wednesday, January 30, 2019
TIME: 6:00 pm
LOCATION: School Board Office
1040 Hollywood Road S.
Kelowna, BC

In attendance:

Board of Education:

Trustee M. Baxter (Chairperson)
Trustee N. Bowman
Trustee R. Cacchioni
Trustee C. Desrosiers
Trustee J. Fraser
Trustee A. Geistlinger
Trustee L. Tiede

In attendance:

Staff:

K. Kaardal, Superintendent of Schools/CEO
E. Sadlowski, Secretary-Treasurer/CFO
T. Beaudry, Deputy Superintendent
M. DesRochers, Executive Assistant (*Recorder*)

Partner Group Representatives Attending:

COPAC No Representative
COPVPA Violeta Malfair, Social
COTA Susan Bauhart, President
CUPE Dave Tether, President
DSC Logan Braun, Co-President
DSC Keneisha Charles, Co-President

ORDER

The meeting was called to order at 6:05 pm.

AGENDA

Main

19P-005 MOVED by Trustee Tiede, SECONDED by Trustee Fraser,
THAT: The Agenda for the January 30, 2019 Public Board Meeting be adopted as presented.
CARRIED

MINUTES

Public Board Meeting – January 16, 2019

Main

19P-006 MOVED by Trustee Bowman, SECONDED by Trustee Desrosiers,
THAT: The Minutes of the Public Board Meeting of January 16, 2019 be adopted as presented.
CARRIED

CENTRAL OKANAGAN PUBLIC SCHOOLS – "INSIDE 23"

Glenrosa Middle School – Japan Exchange

In attendance:

Scott Parker, Principal, Glenrosa Middle School

Students:

Tanner Donaldson, Grade 9

Lexi Lewis, Grade 9

Bella Cotton, Grade 9

Aiyana Bremner, Grade 9

2018 Sister School Scholarship Exchange

Tanner Donaldson and Lexi Lewis were the Glenrosa Middle School representatives for this year's Glenrosa Middle School/Constable Neil Bruce Middle/Haruhigaoka Sister School Exchange. They traveled with two students from Constable Neil Bruce Middle to Kasugai, to spend a week in Japan, living in a Japanese home and attending school with their host billets. During this time, they attended classes and school activities.

2018 Haruhigaoka Global Meeting

Bella Cotton and Aiyana Bremner were the representatives for the 2018 Haruhigaoka Global Meeting based upon the United Nations Sustainable Development Goals. They presented their school projects, and participated in a conference with high school students from around the Pacific Rim. They made 3 presentations:

1. Our Life in Canada – was presented to more than 1600 staff, students and guest at the high school.
2. Glenrosa Middle School Sustainability Projects – was presented at Chubu University to hundreds of staff and students from the high school and university, prominent business leaders, and guests.
3. Multi-national presentation on sustainability – the students also worked in a collaborative group with students from all participating countries to create this presentation.

Bella and Aiyana presented the Sustainability Development Goals for Glenrosa Middle School.

INTRODUCTION/RECOGNITION

Recognition: Renay Willier, Grade 10 Student, Mount Boucherie Secondary – Recipient of the Premier's Award for Indigenous Youth Excellence in Sport

The Board of Education congratulated Renay Willier for being the recipient of the Premier's Award for Indigenous Youth Excellence in Sport at the Interior Premier's Awards Celebration Banquet held in November. Renay was the recipient of this award for her outstanding sport achievement, her commitment and dedication to education, culture, leadership and community.

Human Rights Month

DECLARATION:

The Central Okanagan Board of Education declared the month of February 2019 as Human Rights Month in Central Okanagan Public Schools.

6:41 pm: *The meeting recessed.*

6:46 pm: *The meeting reconvened.*

PUBLIC QUESTIONS/COMMENTS

No public questions/comments.

PRESENTATIONS

BC Tripartite Education Agreement (BCTEA)

Presenter: Terry-Lee Beaudry, Deputy Superintendent of Schools

The Deputy Superintendent provided an overview of the BC Tripartite Education Agreement. The BCTEA parties are: BC First Nations – The First Nations Education Steering Committee; The Government of Canada – Indigenous Services Canada; and the Province of British Columbia – The Ministry of Education. The Tripartite Agreement is for all First Nations students who are on the nominal roll. The BCTEA is intended to promote systemic shifts and collective efforts that will support improved educational outcomes for First Nation students in BC, regardless of where they are enrolled in school.

New BC Graduation Program

Presenter: Vianne Kintzinger, Assistant Superintendent

The Assistant Superintendent presented on the new BC Graduation Program. This new program will support students through their final years of high school. The Assistant Superintendent's presentation reviewed "*What Has Changed*" and "*What Is Staying the Same*". Further information on the new BC Graduation Program can be found on the Ministry of Education website: <https://curriculum.gov.bc.ca/>.

TRUSTEES QUERIES/COMMENTS

No Trustee queries/comments.

ACTION ITEMS

Rebuttal Letter to Minister R. Fleming Re: Rutland Middle School

Recommendation of the Planning and Facilities Committee – January 23, 2019

Main
19P-007

MOVED by Trustee Fraser, SECONDED by Trustee Cacchioni,

THAT: The Board send a rebuttal letter to Minister R. Fleming's letter, dated January 3, 2019, regarding the replacement of Rutland Middle School (RMS). The letter will emphasize:

- that RMS is not only an aging structure but is also supporting significant growth in the area resulting in 10 portables on site (40% of the student population utilizes these portables throughout the day).
- that there are continued challenges with maintaining a 70 year old facility within the Annual Facilities Grant Envelope.
- that there are ongoing accessibility issues for all students that attend the school.

CARRIED

Rutland Middle School Projects – 2019/2020 Annual Facilities Grant Submission

Recommendation of the Planning and Facilities Committee – January 23, 2019

Main
19P-008

MOVED by Trustee Fraser, SECONDED by Trustee Bowman,

THAT: The Board give priority to Rutland Middle School Minor Capital Projects for washroom additions, roofing improvements and mechanical upgrades when developing the 2019-2020 Annual Facilities Grant Submission.

CARRIED

PUBLIC QUESTIONS/COMMENTS

Cadre Simpson: Ms. Simpson urged the Board of Education to consider partnering with the City of Kelowna to help fund the replacement of Rutland Middle School.

Reg Volk: Mr. Volk queried if the Board of Education has determined a specific site for the replacement of Rutland Middle School.

The Board Chair advised that finding a specific site in the Rutland area has proved to be a challenge. The Ministry has rejected the option to use the current Quigley site. The Board of Education continues to review options, including rebuilding on the current site. The Rutland Middle School Replacement Project will be discussed at upcoming meetings the Board of Education has with local MLAs and the City of Kelowna.

INFORMATION ITEMS

Superintendent's Emergent Issues

The Superintendent of Schools/CEO had no emergent issues.

Aboriginal Education Council Enowkinwixw Workshop

A two day Enowkinwixw Workshop was held on January 16th and 17th. Attending the workshop from the Central Okanagan Public Schools were Trustees Baxter, Fraser and Bowman, the Superintendent of Schools/CEO, Deputy Superintendent and the District Principal for Aboriginal Education.

2019-2020 Budget Planning Presentation

The public presentation explaining how the District's budget is established will take place in conjunction with the Central Okanagan Parent Advisory Council (COPAC) meeting on Monday, February 4, 2019 at 7:00 pm at Hollywood Road Education Services. All those interested in learning more about the School District 2019/2020 budget and how to provide input are encouraged to attend this information meeting.

Level 4 and 5 Field Study Summary – 2018/2019

The Board reviewed the information.

General Statement – January 16, 2019

The Board accepted the information.

BOARD CORRESPONDENCE

Sent: Community Child Care Planning Program Grant Application, January 18, 2019, Letter of Support.

R. Issler, January 18, 2019, Response to Proposal for Multi-Use Facility at Aspen Grove Golf Course.

Received: L. Grenda, January 9, 2019, Thank-You for Naming Lake Country Middle School After Hank Grenda.

Main
19P-009

MOVED by Trustee Cacchioni, SECONDED by Trustee Fraser,

THAT: At the January 30, 2019 Public Board Meeting, the Board receive the correspondence listed above.

CARRIED

ITEMS REQUIRING SPECIAL MENTION

Trustees and the Superintendent of Schools/CEO reported on the following:

- **Radio Announcement**

Thanks to Power 104, the District Student Council created an advertisement for the upcoming online registration period. Two students, Matthew Richardson from Kelowna Secondary and Mena Perez from Glenrosa Middle, performed the announcement. This message will be aired throughout this week ~ free of charge! A reminder, as stated in the announcement, the initial enrolment application dates for the 2019/2020 school year are set as Monday, February 4, 2019 through to Friday, March 15, 2019.

- **BCIT/School District Graduation**
The BCIT/School District Graduation Ceremony was held on Thursday, January 24th at Rutland Senior Secondary School. Eight students graduated from the Heavy Mechanical Trades and ten students from the Electricity and Industrial Electronics programs.
- **Gateway Graduation**
Congratulations to all students who graduated from the Okanagan College Gateway Project. The Graduation Ceremony was held on Friday, January 25th at Okanagan College. The Okanagan College Gateway Project is a partnership between Okanagan College and Central Programs and Services. The program consists of a ten-week trades exploration experience and is open to students attending Central School.
- **Harmony Day Living Library**
Eighteen amazing speakers presented at the Harmony Day Living Library held today at Hollywood Road Education Services. With the theme of Harmony Day being "Identity", these eighteen speakers spoke about their diverse identities. Middle school students spent the day listening to their speakers of choice and hearing keynote addresses from Keneisha Charles of Rutland Senior Secondary School and Tor Broughton of Dr. Knox Middle School.
- **2nd Annual Rutland Community Learning Forum**
The 2nd Annual Rutland Community Learning Forum will be held on Thursday, January 31, 2019 at 6:00 pm at Rutland Senior Secondary School. The Forum provides an opportunity to interact with parents, students and educators from the Rutland family of schools as they come together to demonstrate their learning, inquiry and innovation that is occurring in all Rutland schools.
- **Western Canada Basketball Tournament**
The 45th Annual Interior Savings Western Canada Basketball Tournament will be held on February 7th through 9th at Kelowna Secondary School. The schedule of games can be found on the Kelowna Secondary School website.

BC PUBLIC SCHOOL EMPLOYERS' ASSOCIATION

There were no BC Public School Employers' Association items.

BC SCHOOL TRUSTEES ASSOCIATION

BCSTA Provincial Council Meeting

Date: Friday, February 8 to Saturday, February 9, 2019
Location: Vancouver, BC

BCSTA Meeting of Board Chairs

Date: Thursday, February 21, 2019
Location: Sheraton Vancouver Airport Hotel

Joint BCSTA - MOE Liaison Meeting

Date: Friday, February 22, 2019
Location: Sheraton Vancouver Airport Hotel

Thompson Okanagan Branch Meeting

Date: Friday, March 1 to Saturday, March 2, 2019
Location: Predator Ridge Resort, Vernon, BC

BCSTA Leadership Development Program Workshop

Date: Thursday, April 11 to Friday, April 12, 2019
Location: Kelowna, BC

BCSTA Annual General Meeting and Provincial Council

Date: Thursday, April 25 to Sunday, April 28, 2019

Location: Sheraton Vancouver Airport Hotel

BOARD MEETINGS WITH PARTNER AND COMMUNITY GROUPS

Board Meeting with MLAs

Date: Wednesday, February 6, 2019

Location: Board Room Main at 1040 Hollywood Road South

Board Meeting with District of Lake Country

Date: Thursday, March 7, 2019

Location: Board Room Main at 1040 Hollywood Road South (TBC)

FUTURE MEETINGS

REGULARLY SCHEDULED BOARD MEETINGS

Regular Public Board Meeting

Wednesday, February 13, 2019 at 6:00 p.m., Board Room Main at 1040 Hollywood Road

BOARD STANDING COMMITTEE MEETINGS

Policy Committee Meeting:

Wednesday, February 6, 2019 at 4:00 pm, Board Room Main at 1040 Hollywood Road

Education and Student Services Committee Meeting:

Wednesday, February 6, 2019 at 6:00 pm, Board Room Main at 1040 Hollywood Road

MEDIA QUESTIONS

James Miller, Kelowna Daily Courier – Managing Editor:

Mr. Miller asked several questions about the BCSTA Trustee Academy held at the end of November 2018. Trustees and the Superintendent responded.

Mr. Miller asked if it is against the law not to have washrooms on a second storey of a building. The Secretary-Treasurer/CFO replied that Rutland Middle School (RMS) is "grand-fathered".

Mr. Miller stated that he had requested a tour of RMS. The Chair indicated that she will take him on a tour.

Mr. Miller asked about the Board's opinion regarding seat belts on school buses. The Chair responded that the Board is waiting for information and direction from the Provincial Government. This topic may be discussed at the BCSTA AGM in April.

ADJOURNMENT: The Chairperson adjourned the meeting at 8:17 pm.

Chairperson

Secretary-Treasurer



Memorandum

Date: February 8, 2019
To: Board of Education
From: Terry Beaudry, Deputy Superintendent
Prepared by: Vianne Kintzinger, Assistant Superintendent

Action Item: Proposal to Host the BC Student Leadership Conference 2020

1.0 ISSUE STATEMENT:

Central Okanagan Public Schools staff request approval by the Board of Education to host the BC Student Leadership Conference on October 15 - 18, 2020.

2.0 BACKGROUND:

Since 1991, the BC Student Leadership Association has held an annual Student Leadership Conference at various sites across the province. This conference is designed to support and develop leadership within our students. The Central Okanagan Public Schools hosted this conference in 2009, welcoming over five hundred students from around the Province of BC, including over one hundred Grade 10, 11, and 12 students from our District, engaging students in leadership activities for three days.

3.0 POINTS FOR CONSIDERATION:

Schools and districts that have decided to host a student leadership conference indicated the following benefits:

- For many of the students attending the conference, it is their first opportunity to connect with student leaders across the province, and many previous attendees have indicated that the conference is a life-changing experience.
- As hosts and discussion leaders, students will have a once in a lifetime opportunity to participate in the organization of a student leadership conference.
- It is a chance to show the community how amazing and innovative the youth of today can be.
- It is a positive way to promote, and ensure the continued success of, leadership within our youth.
- It is a chance to join a network of teachers and students invested in student leadership, and who will continue leadership initiatives in their communities after the conference is done.
- It is a great way to be involved in an event that is incredibly positive.
- This is an opportunity to showcase your school/district, community and province.
- The event is a cost-neutral event for the hosting district.

4.0 DEPUTY SUPERINTENDENT'S COMMENTS:

If the Board of Education approves staff to prepare a bid to host the BC Student Leadership Conference, staff will be required to prepare and submit this bid by August 2019. If the BC Student Leadership Association awards the Central Okanagan School District the right to host the BC Student Leadership Conference in October 2020, the Association will provide the District with a grant to assist with initial planning. Additionally, the District will set a registration fee structure to charge school districts that bring students to the conference. A Planning Committee will be struck involving senior staff, Career Life Programs staff, teachers, principals, vice-principals and community members. This committee would be responsible for organizing the leadership program, scheduling the billeting of students and ensuring the leadership conference is a cost-neutral event for the Central Okanagan Public School District.

5.0 OPTIONS FOR ACTION

- a) Approve the request to host the BC Student Leadership Conference on October 2020.
- b) Amend the request to host the BC Student Leadership Conference.
- c) Request additional information on the request to host the BC Student Leadership Conference.

6.0 STAFF RECOMMENDATION:

THAT: The Board of Education supports the request to host the 2020 BC Student Leadership conference in the Central Okanagan Public School District

7.0 APPENDIX

- A. Sample program from the 2017 BC Student Leadership Conference

Appendix A

A sample program is included for your information.

BCSLC 2017 Conference Schedule at a Glance

Thursday October 19, 2017

Time	Activity
4:30- 6:00pm	Conference Registration / Welcome BBQ / Games
6:00– 7:00pm	Opening Ceremonies (FPSS)
7:00– 7:15pm	Break (Grab n Go snack; Students go to Council Rooms)
7:15– 8:30pm	Council Time (Ice Breakers, Expectations, IKIGAI) *Note: Mandatory Advisor Mtg: 7:30 -8:15 in Library.
8:45– 9:30pm	Short Keynote
9:30– 9:45pm	Story Time
9:45 - 10pm	Advisor Check in with Students
10:00 - 10:15pm	Busses to Hotels, Students with Advisors to Hotels.
10:15 – 11 pm	Room checks by Advisors
11:00 pm	LIGHTS OUT (Official Quiet Time at Hotel)

Friday October 20, 2017

Time	Activity
7:30 - 8:30 am	Breakfast at hotels
8:30 - 8:45 am	Busses to Fleetwood Park Secondary / Drop off at FPSS
9:00am	A.M. Activate Activity
9:30 - 10:30 am	Keynote Speaker: Molly Burke
10:30 - 10:45 am	Nutrition Break (Grab and go to Workshop 1)
10:45 - 11:45 am	Workshop ONE and Advisor Sessions
12:00 - 12:45 pm	Lunch
12:45 - 1:45 pm	Workshop TWO and Advisor Sessions
1:45 - 2:15 pm	Nutrition break (Grab on floor where your w/shop session was.)
2:15 - 3:15 pm	Council Session: SWAP Time
3:30 - 5:00 pm	Organized Chaos
5:00 - 6:00 pm	Dinner
6:15 - 7:00 pm	Keynote Speaker: Brad Baker
7:30 - 8:30 pm	Student Leadership Panel
9:00 - 10:15 pm	Recreation at Fleetwood Rec. Center
10:15 pm	Busses to Hotels
10:30 - 11:00 pm	Room checks by Advisors
11:00 pm	LIGHTS OUT (Official Quiet Time at Hotel)

Appendix A

Saturday October 21, 2017

Time	Activity
7:30 - 8:30 am	Breakfast at Hotels
8:30 - 8:45 am	Busses to Fleetwood Park Secondary
9:00 - 9:30 am	A.M. Activate Activity
9:30 - 10:30 am	Keynote Speaker: Ian Tyson
10:30 - 10:45 am	Nutrition Break
10:45 - 11:45 am	Workshop THREE and Advisor Sessions
12:00 - 12:45 pm	Lunch
12:45 pm	Busses for those delegates TRAVELLING to Service Projects
1:00 - 3:45 pm	Community Service Projects throughout Surrey.
3:45 pm	Busses to hotel for those staying at conference hotels. (From Service Projects and Fleetwood Park Secondary.)
4:00 - 5:15: pm	Free time at hotels and FPSS to clean up for Saturday evening.
5:15 pm	Busses to Fleetwood Park Secondary
5:45 - 6:45 pm	Dinner en Blanc (Et Rouge)
7:00 - 8:30pm	Talent Show
8:30 - 10:00pm	MuchMusic Video Dance
10:00 - 10:45pm	Reflections and Students meet with Advisor
10:45 pm	Busses to Conference Hotel
11:00 pm	Room Check by Advisors and LIGHTS OUT.

Sunday October 22nd, 2017

Time	Activity
8:30 am	Busses to Fleetwood Park Secondary
9:00 - 9:45 am	Breakfast at FPSS: Prepared by Chef Crema
10:00 - 11:00 am	Closing Keynote: Stu Saunders
11:00 - 11:45 am	Closing Ceremonies and Closing Remarks
11:45 am	Delegates Depart Fleetwood Park – See you at BCSLC 2018!



Memorandum

Date: February 8, 2019
To: Board of Education
From: Finance and Audit Committee

Action Item: Approval of 2018/2019 Amended Annual Budget

1.0 ISSUE STATEMENT

The Ministry of Education requires that the Amended Annual Budget be prepared, adopted by Bylaw and submitted by February 28, 2019.

2.0 RELEVANT BOARD MOTION/DIRECTION

None.

3.0 BACKGROUND

Each February, the Board submits an Amended Annual Budget reflecting updated revenues and expenses based on actual student enrolment and actual expenditure patterns. The Amended Annual Budget includes the Operating, Special Purpose and Capital Funds.

The Amended Budget Bylaw amount is \$260,904,760.

4.0 POINTS FOR CONSIDERATION

- a) Amended budget bylaw has increased from the preliminary annual budget by approximately \$4.839 million. This increase is primarily due to a number of factors including:
 - i. A student enrolment increase from projection causing an overall increase in the District's operating grant of \$2.989 million. This increase in the operating grant is comprised of \$2.104 million general enrolment, \$556,000 projected special education enrolment, \$100,000 ELL enrolment and \$134,000 for salary differential.
 - ii. The District requested and received an additional \$326,500 in classroom enhancement funding. This funding allowed the District to add additional teachers into specific schools to better support classroom composition challenges.
 - iii. As at June 30, 2018, the 2017/18 Annual Facility Grant (AFG) special purpose fund had a balance remaining of \$361,000. This must be spent by March 31, 2019.

- iv. The internally restricted surplus amount is approximately \$630,000 higher than anticipated when the annual budget bylaw was completed.
- v. Within the capital fund, the finalized capital asset amortization amount has been calculated \$600,000 higher than the annual budget bylaw. This is in line with the Ministry provided amortization tool.
- vi. The District has not yet received confirmation whether or not we will be required to pay the Employer Health Tax (EHT). We are expecting a confirmation following the provincial budget announcement for 2019. If EHT is payable, the 1st installment payment would be due June 15, 2019. The reduction of the District's MSP and teacher pension premiums effective January 1, 2019 will help offset a portion of any potential EHT costs in the short term.
- vii. Budgets have been adjusted to reflect the increase in enrolment through staffing additions, services and supplies and general allocations.
- viii. Assuming spending trends as expected, the District anticipates an unrestricted operating surplus of approximately \$2.5M which is in line with previous years.

5.0 OPTIONS FOR ACTION

1. Approve the Amended Annual Budget and Bylaw as presented.
2. Request a change to the Amended Annual Budget. The Amended Annual Budget will need to go directly to the Board (bypassing the Finance and Audit Committee) in order to meet the Ministry's February 28, 2019 deadline.

6.0 ASSISTANT SECRETARY-TREASURER'S COMMENTS

The Ministry of Education has indicated that the Amended Annual Budget proceed as per usual. The recommended Amended Annual Budget properly reflects the District's expected spending patterns for the rest of the fiscal year.

7.0. RECOMMENDATIONS

THAT: At the February 13, 2019 Public Board Meeting, the Board of Education give first, second and third readings to the School District No. 23 (Central Okanagan) Amended Annual Budget Bylaw for 2018/2019;

THAT: The School District No. 23 (Central Okanagan) Amended Annual Budget Bylaw for 2018/2019 in the amount of \$260,904,760 be read a first, second and third time, passed and adopted the 13th day of February, 2019.

8.0 APPENDIX

- A. Amended Annual Budget

Amended Annual Budget

School District No. 23 (Central Okanagan)

June 30, 2019

DRAFT

School District No. 23 (Central Okanagan)

June 30, 2019

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*NOTE - Statement 1, Statement 3, Statement 5 and Schedules 4A - 4D are used for Financial Statement reporting only.

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 23 (CENTRAL OKANAGAN) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2018/2019 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 23 (Central Okanagan) Amended Annual Budget Bylaw for fiscal year 2018/2019.
3. The attached Statement 2 showing the estimated revenue and expense for the 2018/2019 fiscal year and the total budget bylaw amount of \$260,904,760 for the 2018/2019 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2018/2019.

READ A FIRST TIME THE _____ DAY OF FEBRUARY, 2019;

READ A SECOND TIME THE _____ DAY OF FEBRUARY, 2019;

READ A THIRD TIME, PASSED AND ADOPTED THE _____ DAY OF FEBRUARY, 2019;

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 23 (Central Okanagan) Amended Annual Budget Bylaw 2018/2019, adopted by the Board the _____ DAY OF FEBRUARY, 2019.

Secretary Treasurer

School District No. 23 (Central Okanagan)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	22,970,000	22,670,000
Adult	27,750	28,625
Total Ministry Operating Grant Funded FTE's	22,997,750	22,698,625
Revenues	\$	\$
Provincial Grants		
Ministry of Education	225,000,971	221,220,349
Other	604,928	604,928
Tuition	5,600,000	5,600,000
Other Revenue	10,499,130	10,522,995
Rentals and Leases	575,000	575,000
Investment Income	650,000	800,500
Amortization of Deferred Capital Revenue	8,340,880	8,192,707
Total Revenue	251,270,909	247,516,479
Expenses		
Instruction	208,084,419	204,622,137
District Administration	6,270,721	6,173,486
Operations and Maintenance	36,546,004	36,637,336
Transportation and Housing	4,044,253	4,043,149
Total Expense	254,945,397	251,476,108
Net Revenue (Expense)	(3,674,488)	(3,959,629)
Budgeted Allocation (Retirement) of Surplus (Deficit)	4,869,680	4,239,028
Budgeted Surplus (Deficit), for the year	1,195,192	279,399
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	1,195,192	279,399
Budgeted Surplus (Deficit), for the year	1,195,192	279,399

School District No. 23 (Central Okanagan)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	217,859,740	215,422,067
Operating - Tangible Capital Assets Purchased	1,604,318	1,395,928
Special Purpose Funds - Total Expense	23,890,606	23,461,041
Special Purpose Funds - Tangible Capital Assets Purchased	1,176,632	815,351
Capital Fund - Total Expense	13,195,051	12,593,000
Capital Fund - Tangible Capital Assets Purchased from Local Capital	3,178,413	2,378,413
Total Budget Bylaw Amount	260,904,760	256,065,800

Approved by the Board

Signature of the Chairperson of the Board of Education

Date Signed

Signature of the Superintendent

Date Signed

Signature of the Secretary Treasurer

Date Signed

School District No. 23 (Central Okanagan)

Statement 4

Amended Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$
Surplus (Deficit) for the year	(3,674,488)	(3,959,629)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(2,780,950)	(2,211,279)
From Local Capital	(3,178,413)	(2,378,413)
From Deferred Capital Revenue	(25,000,000)	(25,000,000)
Total Acquisition of Tangible Capital Assets	(30,959,363)	(29,589,692)
Amortization of Tangible Capital Assets	13,195,051	12,593,000
Total Effect of change in Tangible Capital Assets	(17,764,312)	(16,996,692)
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	(21,438,800)	(20,956,321)

School District No. 23 (Central Okanagan)

Schedule 1

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2019

	Operating Fund	Special Purpose Fund	Capital Fund	2019 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	7,389,336			7,389,336
Changes for the year				
Net Revenue (Expense) for the year	(86,949)	1,176,632	(4,764,171)	(3,674,488)
Interfund Transfers				
Tangible Capital Assets Purchased	(1,604,318)	(1,176,632)	2,780,950	-
Local Capital	(3,178,413)		3,178,413	-
Net Changes for the year	(4,869,680)	-	1,195,192	(3,674,488)
Budgeted Accumulated Surplus (Deficit), end of year	2,519,656	-	1,195,192	3,714,848

School District No. 23 (Central Okanagan)

Schedule 2

Amended Annual Budget - Operating Revenue and Expense

Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	207,233,733	204,244,457
Other	604,928	604,928
Tuition	5,600,000	5,600,000
Other Revenue	3,109,130	3,132,995
Rentals and Leases	575,000	575,000
Investment Income	650,000	800,000
Total Revenue	217,772,791	214,957,380
Expenses		
Instruction	184,193,813	181,161,096
District Administration	6,270,721	6,173,486
Operations and Maintenance	23,350,953	24,044,336
Transportation and Housing	4,044,253	4,043,149
Total Expense	217,859,740	215,422,067
Net Revenue (Expense)	(86,949)	(464,687)
Budgeted Prior Year Surplus Appropriation	4,869,680	4,239,028
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(1,604,318)	(1,395,928)
Local Capital	(3,178,413)	(2,378,413)
Total Net Transfers	(4,782,731)	(3,774,341)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 23 (Central Okanagan)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	206,044,539	203,079,126
DISC/LEA Recovery	(1,034,130)	(1,057,995)
Other Ministry of Education Grants		
Pay Equity	1,238,323	1,238,323
Funding for Graduated Adults	15,000	15,000
Transportation Supplement	600,000	600,000
Carbon Tax Grant	120,001	120,003
Shared Energy Manager	250,000	250,000
Total Provincial Grants - Ministry of Education	207,233,733	204,244,457
Provincial Grants - Other	604,928	604,928
Tuition		
International and Out of Province Students	5,600,000	5,600,000
Total Tuition	5,600,000	5,600,000
Other Revenues		
Other School District/Education Authorities	525,000	525,000
LEA/Direct Funding from First Nations	1,034,130	1,057,995
Miscellaneous		
Transportation Fees	900,000	900,000
Wage Recoveries	300,000	300,000
Miscellaneous	350,000	350,000
Total Other Revenue	3,109,130	3,132,995
Rentals and Leases	575,000	575,000
Investment Income	650,000	800,000
Total Operating Revenue	217,772,791	214,957,380

School District No. 23 (Central Okanagan)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$
Salaries		
Teachers	97,905,907	97,405,418
Principals and Vice Principals	11,412,073	11,302,073
Educational Assistants	15,507,443	14,479,605
Support Staff	20,936,806	20,838,024
Other Professionals	3,126,121	3,042,586
Substitutes	6,897,073	6,665,887
Total Salaries	155,785,423	153,733,593
Employee Benefits	39,405,884	38,521,514
Total Salaries and Benefits	195,191,307	192,255,107
Services and Supplies		
Services	5,384,102	5,289,439
Student Transportation	407,995	391,335
Professional Development and Travel	2,001,059	1,992,673
Rentals and Leases	517,000	1,317,000
Dues and Fees	399,000	396,500
Insurance	615,000	610,000
Supplies	9,642,938	9,468,674
Utilities	3,701,339	3,701,339
Total Services and Supplies	22,668,433	23,166,960
Total Operating Expense	217,859,740	215,422,067

School District No. 23 (Central Okanagan)

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2019

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	81,055,870	936,812	315,656	1,289,355		6,127,448	89,725,141
1.03 Career Programs	751,814		35,465	401,147		3,500	1,191,926
1.07 Library Services	1,866,099	211,238		1,443,717	88,489	14,286	3,623,829
1.08 Counselling	2,470,553					30,000	2,500,553
1.10 Special Education	10,582,469	726,293	13,075,157	735,819		500,000	25,619,738
1.30 English Language Learning	478,545			45,017		4,000	527,562
1.31 Aboriginal Education	579,050	119,827	2,081,165	52,820		10,000	2,842,862
1.41 School Administration		8,736,310		3,149,487		35,714	11,921,511
1.62 International and Out of Province Students	121,507	119,827		65,791	367,926	5,000	680,051
Total Function 1	97,905,907	10,850,307	15,507,443	7,183,153	456,415	6,729,948	138,633,173
4 District Administration							
4.11 Educational Administration		306,989		111,616	588,721	110,125	1,117,451
4.40 School District Governance					135,350		135,350
4.41 Business Administration		254,777		886,498	1,207,395	57,000	2,405,670
Total Function 4	-	561,766	-	998,114	1,931,466	167,125	3,658,471
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				202,296	489,960		692,256
5.50 Maintenance Operations				9,512,206	81,461		9,593,667
5.52 Maintenance of Grounds				637,509			637,509
5.56 Utilities				299,662	88,550		388,212
Total Function 5	-	-	-	10,651,673	659,971	-	11,311,644
7 Transportation and Housing							
7.41 Transportation and Housing Administration				166,119	78,269		244,388
7.70 Student Transportation				1,937,747			1,937,747
Total Function 7	-	-	-	2,103,866	78,269	-	2,182,135
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	97,905,907	11,412,073	15,507,443	20,936,806	3,126,121	6,897,073	155,785,423

School District No. 23 (Central Okanagan)

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2019

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	89,725,141	21,892,347	111,617,488	8,055,173	119,672,661	118,240,666
1.03 Career Programs	1,191,926	305,898	1,497,824	99,926	1,597,750	1,642,294
1.07 Library Services	3,623,829	958,232	4,582,061	514,683	5,096,744	4,985,265
1.08 Counselling	2,500,553	607,086	3,107,639	10,000	3,117,639	3,626,153
1.10 Special Education	25,619,738	6,770,535	32,390,273	856,355	33,246,628	31,393,977
1.30 English Language Learning	527,562	129,543	657,105	46,329	703,434	998,192
1.31 Aboriginal Education	2,842,862	790,739	3,633,601	365,889	3,999,490	3,630,120
1.41 School Administration	11,921,511	2,515,054	14,436,565	27,109	14,463,674	14,363,199
1.62 International and Out of Province Students	680,051	186,452	866,503	1,429,290	2,295,793	2,281,230
Total Function 1	138,633,173	34,155,886	172,789,059	11,404,754	184,193,813	181,161,096
4 District Administration						
4.11 Educational Administration	1,117,451	355,959	1,473,410	306,200	1,779,610	1,784,485
4.40 School District Governance	135,350	2,707	138,057	181,034	319,091	309,007
4.41 Business Administration	2,405,670	696,450	3,102,120	1,069,900	4,172,020	4,079,994
Total Function 4	3,658,471	1,055,116	4,713,587	1,557,134	6,270,721	6,173,486
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	692,256	207,918	900,174	540,000	1,440,174	1,440,173
5.50 Maintenance Operations	9,593,667	2,944,939	12,538,606	2,959,500	15,498,106	16,191,490
5.52 Maintenance of Grounds	637,509	191,253	828,762	581,500	1,410,262	1,410,262
5.56 Utilities	388,212	42,349	430,561	4,571,850	5,002,411	5,002,411
Total Function 5	11,311,644	3,386,459	14,698,103	8,652,850	23,350,953	24,044,336
7 Transportation and Housing						
7.41 Transportation and Housing Administration	244,388	74,099	318,487	8,195	326,682	325,578
7.70 Student Transportation	1,937,747	734,324	2,672,071	1,045,500	3,717,571	3,717,571
Total Function 7	2,182,135	808,423	2,990,558	1,053,695	4,044,253	4,043,149
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	155,785,423	39,405,884	195,191,307	22,668,433	217,859,740	215,422,067

School District No. 23 (Central Okanagan)

Schedule 3

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	17,767,238	16,975,892
Other Revenue	7,300,000	7,300,000
Investment Income		500
Total Revenue	25,067,238	24,276,392
Expenses		
Instruction	23,890,606	23,461,041
Total Expense	23,890,606	23,461,041
Net Revenue (Expense)	1,176,632	815,351
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(1,176,632)	(815,351)
Total Net Transfers	(1,176,632)	(815,351)
Budgeted Surplus (Deficit), for the year	-	-

	Annual Facility Grant	Learning Improvement Fund	Aboriginal Education Technology	Special Education Equipment	Scholarships and Bursaries	Special Education Technology	School Generated Funds	Related Entities	Strong Start
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	361,094	-	-	30,187	-	-	3,260,797	-	-
Add: Restricted Grants									
Provincial Grants – Ministry of Education	785,351	786,857	-	-	-	-	7,300,000	-	256,000
Other	785,351	786,857	-	-	-	-	7,300,000	-	256,000
	1,146,445	786,857	-	30,187	-	-	7,300,000	-	256,000
Less: Allocated to Revenue	-	-	-	-	-	-	3,260,797	-	-
Deferred Revenue, end of year									
Revenues									
Provincial Grants - Ministry of Education	1,146,445	786,857		30,187			7,300,000		256,000
Other Revenue	1,146,445	786,857	-	30,187	-	-	7,300,000	-	256,000
Expenses									
Salaries									
Teachers									
Educational Assistants		605,275							168,560
Support Staff									
Other Professionals									
Substitutes									
	-	605,275	-	-	-	-	-	-	168,560
Employee Benefits									
Services and Supplies		181,582					7,300,000		64,069
	-	786,857	-	-	-	-	7,300,000	-	23,371
									256,000
Net Revenue (Expense) before Interfund Transfers	1,146,445	-	-	30,187	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased	(1,146,445)			(30,187)					-
	(1,146,445)	-	-	(30,187)	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 23 (Central Okanagan)

Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2019

Deferred Revenue, beginning of year

Add: Restricted Grants
Provincial Grants - Ministry of Education
Other

Less: Allocated to Revenue
Deferred Revenue, end of year

Revenues

Provincial Grants - Ministry of Education
Other Revenue

Expenses

Salaries
Teachers
Educational Assistants
Support Staff
Other Professionals
Substitutes

Employee Benefits
Services and Supplies

Net Revenue (Expense) before Interfund Transfers

Interfund Transfers

Tangible Capital Assets Purchased

Net Revenue (Expense)

Ready, Set, Learn	OLEP	CommunityLINK	Rural Education		Classroom Enhancement		Classroom Enhancement Fund - Staffing and Remedies		Provincial Resource Prog	Coding Implementation		Delivery Transformation
			Fund	Enhancement	Fund - Overhead	Enhancement	Fund - Staffing and Remedies	Resource Prog		Implementation		
-	-	40,221	-	-	-	-	37,108	4,706	-	23,164	-	91,684
79,750	308,871	1,241,934	-	-	616,135	12,926,753	177,423	-	-	-	-	-
79,750	308,871	1,241,934	-	-	616,135	12,926,753	177,423	-	-	-	-	-
79,750	308,871	1,282,155	-	-	616,135	12,963,861	182,129	-	-	23,164	-	91,684
-	-	-	-	-	-	-	-	-	-	-	-	-
79,750	308,871	1,282,155	-	-	616,135	12,963,861	182,129	-	-	23,164	-	91,684
79,750	308,871	1,282,155	-	-	616,135	12,963,861	182,129	-	-	23,164	-	91,684
46,950	78,250	53,993	-	-	407,972	10,458,563	78,250	-	-	-	-	27,919
11,550	19,250	13,283	-	-	88,163	2,468,190	19,250	-	-	-	-	63,765
21,250	211,371	1,214,879	-	-	616,135	12,963,861	182,129	-	-	23,164	-	91,684
79,750	308,871	1,282,155	-	-	616,135	12,963,861	182,129	-	-	23,164	-	91,684
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-

School District No. 23 (Central Okanagan)
 Amended Annual Budget - Changes in Special Purpose Funds
 Year Ended June 30, 2019

Deferred Revenue, beginning of year	TOTAL
	\$
	3,848,961
Add: Restricted Grants	
Provincial Grants - Ministry of Education	17,179,074
Other	7,300,000
	<u>24,479,074</u>
Less: Allocated to Revenue	25,067,238
Deferred Revenue, end of year	<u><u>3,260,797</u></u>
Revenues	
Provincial Grants - Ministry of Education	17,767,238
Other Revenue	7,300,000
	<u>25,067,238</u>
Expenses	
Salaries	
Teachers	10,716,006
Educational Assistants	773,835
Support Staff	120,000
Other Professionals	27,919
Substitutes	407,972
	<u>12,045,732</u>
Employee Benefits	2,777,174
Services and Supplies	9,067,700
	<u>23,890,606</u>
Net Revenue (Expense) before Interfund Transfers	<u><u>1,176,632</u></u>
Interfund Transfers	
Tangible Capital Assets Purchased	(1,176,632)
	<u>(1,176,632)</u>
Net Revenue (Expense)	<u><u>-</u></u>

School District No. 23 (Central Okanagan)

Schedule 4

Amended Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2019

	2019 Amended Annual Budget			2019 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Other Revenue		90,000	90,000	90,000
Amortization of Deferred Capital Revenue	8,340,880		8,340,880	8,192,707
Total Revenue	8,340,880	90,000	8,430,880	8,282,707
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	13,195,051		13,195,051	12,593,000
Total Expense	13,195,051	-	13,195,051	12,593,000
Net Revenue (Expense)	(4,854,171)	90,000	(4,764,171)	(4,310,293)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	2,780,950		2,780,950	2,211,279
Local Capital		3,178,413	3,178,413	2,378,413
Total Net Transfers	2,780,950	3,178,413	5,959,363	4,589,692
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	3,178,413	(3,178,413)	-	-
Total Other Adjustments to Fund Balances	3,178,413	(3,178,413)	-	-
Budgeted Surplus (Deficit), for the year	1,105,192	90,000	1,195,192	279,399



Section One: Board of Education

“Together We Learn”

155 – PLANNING AND FACILITIES COMMITTEE

Introduction

The Planning and Facilities Committee is a standing committee of the Board of Education.

Policy

1. Membership

1.1 Voting Members:

- 1.1.1 Three trustees, appointed by the full Board, with one trustee appointed Committee Chairperson at the Board’s inaugural or annual meeting.
- 1.1.2 In the absence of a Trustee committee member, or if the full Trustee committee membership has not been appointed, the Committee Chairperson may appoint temporary Trustee committee members.

1.2 Non-Voting Members:

- 1.2.1 a representative from each partner group for purposes of providing input
- 1.2.2 Director of Operations
- 1.2.3 the Board Chairperson

2. Scope of Functions

- 2.1 To provide recommendations to the Board.
- 2.2 As part of the Board planning function, the Committee considers and may make recommendations to the Board on a variety of issues related to facilities and property. These include such topics as building opening/closure, boundary or catchment area adjustments, design standards, traffic and pedestrian safety, creative play areas, municipal development areas, incompatible land uses and child care programs.



Section One: Board of Education

“Together We Learn”

- 2.3 To address short and long-range physical plant requirements, including planning for facilities and sites to meet district needs.
- 2.4 To consider matters of design, construction, alterations and maintenance of existing and proposed buildings and school sites.
- 2.5 To consider and provide direction on the Annual Facilities Grant, long-range capital projects and funding through the development of capital plans and submissions.
- 2.6 To review and consider the changing space requirements caused by enrolments, new programs or curriculum initiatives, and other competing demands for use of school space.
- 2.7 To address and recommend solutions for safety, security and environmental issues on or adjacent to school sites and buildings, as well as other Central Okanagan school board work places, including emergency preparedness planning.
- 2.8 To monitor and facilitate, when possible, the use of school buildings or sites for non-school users, including community, recreational and other educational activities.
- 2.9 To deal with matters relating to property management, including building and site acquisitions, sales or leases.
- 2.10 To deal with matters involving the transportation of students.
- 2.11 To review and evaluate all policies directly pertaining to the Planning and Facilities Committee function at least once every four years.

3. Meetings

- 3.1 All meetings shall be governed by Board policy and, in the absence of Policy, by *Robert’s Rules of Order*.
- 3.2 A seconder is not required for resolutions moved at the committee level.
- 3.3 Public meetings of the Committee shall be scheduled to occur on specific dates and times during the school year as determined by Board resolution at the inaugural or annual meeting.



Section One: Board of Education

- 3.4 Items required to be Incamera will be dealt with at an Incamera meeting to be attended by trustees and senior staff and others, as needed by invitation. Incamera meetings shall usually be scheduled to occur on the specific dates determined by the Board for public meetings of this Committee.



Memorandum

Date: February 8, 2019
To: Board of Education
From: Planning and Facilities Committee

Action Item: Proposed Work Plan for Long-Term Facility Plan Update

1.0 ISSUE STATEMENT

The Ministry of Education requires that school districts prepare a Long-Term Facility Plan. School District No. 23's plan (developed in 2012) is part of an overall goal that;

"Each Central Okanagan School District student (K-12) will provide evidence of being a Learner, Thinker, Innovator, Collaborator and Contributor".

The district wide Facility Plan forms the basis for all investment decisions by the Ministry. The Long-Term Facility Plan takes into account educational program requirements and trends, operating capacities, current condition of facilities, current and anticipated changes in land use, yield rates, community demographics, local community and economic development strategies and other considerations.

2.0 RELEVANT BOARD MOTION/DIRECTION

Main *THAT: The Board of Education receive and approve the Long-Term
12P – 202 Facility Plan, as amended at the November 28, 2012 Public Board Meeting.
CARRIED*

3.0 BACKGROUND

Staff presented a proposed schedule for the review of the Long Term Facility Plan (LTFP) at the October 17, 2018 Planning and Facilities Committee Meeting. The memo and discussion identified the purpose for the LTFP and the changes the District has experienced since the LTFP was approved in December 2012. The review of the LTFP will provide the opportunity to refocus the District's management of facilities and engage in discussions on facility needs as the District implements its educational programs.

The process and schedule for the LTFP was revised from the October 17, 2018 Planning and Facilities Committee Meeting to ensure the process is a coordinated approach to review the plan. The process includes discussion and participation opportunities in order to provide feedback on issues from various interested parties.

The establishment of a Steering Committee is to occur and meet in late January or early February. The Steering Committee is needed to facilitate coordination of provincial and school district actions, policies and programs as they relate to the update of the LTFP. The Steering Committee will be responsible to guide the process and ensure the update of the LTFP will meet the needs of the District based on the information gathered and the feedback provided through the process. It is anticipated that the Steering Committee will meet approximately two to three times during each phase of the process. The Steering Committee will include: Superintendent of Schools/CEO, Deputy Superintendent of Schools, Secretary-Treasurer/CFO, Director of Operations, Planning Manager, Assistant Superintendents (Central Kelowna, Lake Country, Mission, Rutland, Westside), and a Board Member. The Board will be requested to recommend and approve a Board Member to participate on the Steering Committee.

The process is divided into three phases:

1. Background and Approach

The objectives in this phase are to review the current LTFP:

- Assess the current LTFP and its recommendations;
- Identify changes in educational programming and facilities;
- Review and update the educational programming;
- Review changes in demographics, enrolments and the facilities; and,
- Identify challenges, areas of concerns and opportunities.

2. Explore Issues and Update Direction

Building on the first phase, understanding the direction of the educational programs and needs, this phase will undertake an analysis for each of the five families of schools that include:

- The population and enrolment projections;
- Challenges and opportunities in the family and the schools;
- The current identified capital projects and facility upgrades;
- The impacts of the educational programs on the family of schools and District; and,
- The current users and partnerships in each of the schools.

Through this phase, a variety of options and/or recommendations will be created that will help facilitate discussions among the stakeholders and public on the desired outcomes for the District and family of schools. A set of consultation meetings will be set up to present the information and solicit feedback.

3. Update Long-Term Facility Plan

The process to this point will provide the framework and initial update of the LTFP. Based on the analysis and feedback from the consultation meetings, staff and the Steering Committee will develop and refine the update of the LTFP. After a draft is finalized from the Steering Committee, a set of consultation meetings will be set up to present the information and solicit feedback. Upon completion and review of the feedback by the

Steering Committee, it is anticipated a draft updated LTFP will be presented to the Board for approval.

Consultation Approach

The LTFP update will require consultation. This will include, but not be limited to, the Board, Committees, partner groups, and the public. This is not an all-inclusive list, other groups will be included that may and/or should play a role in this process.

Considering the various ways for communicating the LTFP update project to the various groups impacted, the following opportunities have been identified for consideration:

- Technology – information on School District website, email notification system, provisions for public feedback
- Media – media releases on updates, milestones, current and upcoming activities, paid advertising
- Social Media – Facebook, blogs, twitter
- Fact sheets – produced on issues basis, at end of a special study or review, etc.
- Frequently asked questions (FAQs) materials for all groups/public
- Reports – all to be released on web site and to public
- Key spokesperson – should be identified and mandated

There are various activities to provide information and updates throughout the process. This includes activities such as planned meetings with both the Steering Committee and Planning and Facilities Committee. In addition, other meetings may be set up with partner stakeholder groups, PAC's or other group's as necessary to provide specific information on issues.

4.0 POINTS FOR CONSIDERATION

1. The Ministry of Education requires the School District to have a Long-Term Facility Plan to support the facility requests in the Capital Plan and guide the district in utilizing its available capital resources.
2. The District has seen several changes that have impacted the use of the educational facilities.
3. Several recommendations in the LTFP have been completed and an updated direction is necessary to guide capital planning discussions.

5.0 OPTIONS FOR ACTION

1. Approve the staff recommendations as presented.
2. Adjust the staff recommendations to reflect a different implementation priority.
3. Provide staff with alternate direction as to how to proceed with regard to the Plan.

6.0 DIRECTOR'S COMMENTS

The Long-Term Facility Plan is important to effectively guide district facility decisions for at least the next ten years.

7.0 RECOMMENDATIONS

THAT: The Board of Education grant approval for staff to move forward with the review of the Long-Term Facility Plan as attached to the Agenda, and as presented at the February 13, 2019 Public Board Meeting;

AND THAT: The Board of Education appoint a Board member to participate on the Steering Committee.

8.0 APPENDIX

A. Schedule for Review of the Long-Term Facility Plan

Appendix A

Schedule for Review of the Long-Term Facility Plan

LONG-TERM FACILITY PROCESS & SCHEDULE	TIMELINE
<i>Phase 1 – Background and Approach</i>	
Steering Committee Meetings	
- Review Roles, Responsibilities, Vision, Consultation Plan - Review current Long Term Facility Plan, Mission, Guiding Principles - Educational Program Review - Projections, capacities, grade configurations & capital options, define process & schedule	February - March 2019
<i>Phase 2 – Explore Issues and Update Direction</i>	
Steering Committee Meetings	
- Review Family of Schools - Demographic and Population, Enrolments, Educational Programs, Partnerships, Facility inventory, challenges, opportunities - Enrolments, Educational Programs, Partnerships, Facility inventory, challenges, opportunities - Educational Programs, Partnerships, Facility inventory, challenges, opportunities - Partnerships, Facility inventory, challenges, opportunities - Facility inventory, challenges, opportunities - Challenges, Opportunities	April – June 2019
Public Review and Feedback	June 2019
Open Houses – locations in the five families of schools	
<i>Phase 3 – Develop Long Term Facility Plan</i>	
Steering Committee Meetings	June - Aug 2019
Draft Long Term Facility Plan	
Planning and Facilities Committee Meeting	Sept 2019
Public Review and Feedback	Sept - Oct 2019
Open Houses – locations in the five families of schools	
Steering Committee	Oct 2019
Review of Consultation and Amend Long Term Facility Plan as required	
Public and Board Review of Draft Long Term Facility Plan	Nov 2019
Final Adoption of Long Term Facility Plan	Dec 2019



Financial Update

Date: December 31, 2018

Background

The Office of the Auditor General of BC, in their May 2016 report '*Improving Budgeting and Expenditure Management in the Public Education System*' recommended that every school district 'regularly report forecasted results compared with actual budget results to the school board (or committee of the board), and provide an accompanying discussion and analysis, as necessary, to fully communicate financial performance and key risks'.

Financial Performance

The District's fiscal year runs from July 1 to June 30 each year. The accompanying document analyzes the financial revenue and expenditures for the six months ending December 31, 2018. Comparison is provided to the 2018/2019 preliminary annual budget submitted in February 2018. Other items of note for the 2018/2019 financial year include:

Overall funded student enrolment was higher than anticipated resulting in an expected increase in projected operating grants. This increase as well as a healthy unappropriated surplus from the 2018 fiscal year has allowed additional teachers to be added to the system to support classroom composition as well as our increased English Language Learner (ELL) student population.

Based on the costs to December 31, 2018, the District's spending is progressing as expected. We anticipate an unrestricted operating surplus of approximately \$2.5M at June 30, 2019 which is in line with previous years.

Illness replacement at the end of December is slightly lower than anticipated however we still expect it to trend to budget by yearend.

Benefit costs are lower during the latter part of each calendar year (September- December) as a number of employees have reached their annual maximum for CPP and EI.

The elimination of the provincial MSP is expected to save the District approximately \$500,000, as well, the teacher pension rate was reduced effective January 1, 2019 and will save the District approximately \$550,000. These cost savings will help alleviate the increases to the provincial carbon tax as well as partially offsetting the Employer Health Tax instalment that may be due June 15, 2019. We are expecting to be exempt from the Employer Health Tax however we will not receive confirmation either way until the provincial budget is announced in February or March 2019.

In September we added 3 bus routes (cost estimated at \$60,000/route), of these, 2 were included in the 2018/2019 preliminary annual budget.

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Revenue from outside sources is as expected year to date. International enrolment is at 370 FTE at the end of December and is expected to rise somewhat by the end of the year but will likely be short of the projected 400 FTE.

In our April 2018 Classroom Enhancement Fund (CEF) submission for funding, we requested funding to support 145 FTE. Of this, 112.6 FTE are enrolling teachers. In our fall CEF submission, we requested and received additional funding for 2 more FTE to better support classroom composition.

Key Financial Risks

Key financial risks for our District include the cost of sick leave and benefits, as well as unexpected cost increases in some major spending categories (utilities, insurance).

Cost of sick leave is budgeted using historical patterns applied to current staffing levels. The financial risk of overspending is mitigated through incorporating contingencies within these budgets to minimize the impact of unforeseen costs.

For other major spending categories, risk is mitigated through careful monitoring and if necessary, underspending in other discretionary areas to offset increasing costs.

Department and school budgets are actively reviewed by management and where areas of concern have been identified, department management have met to discuss ways of completing the year within the allotted budget.

Operating Fund							
		Actual to Dec 31, 2018	Forecast to Year End	2018/2019 Amended Annual Budget	Forecast (Over) Under	Forecast Variance % Commentary	
Instruction	Salaries & Benefits	68,482,072	173,250,000	173,757,890	507,890	Overall student enrolment was higher than expected (resulting in increased teachers FTE) the final budget has been adjusted for this increase.	
	Services and Supplies	5,626,788	10,250,000	10,525,927	275,927	0.29%	
	Total	1	74,108,859	183,500,000	184,283,817	783,817	2.62% Spending progressing as expected
						0.43%	
District Administration	Salaries & Benefits	2,200,875	4,401,751	4,623,586	221,836	Wages & benefits lower than budgeted as not all anticipated wage adjustments have yet been implemented.	
	Services and Supplies	1,004,469	1,535,550	1,557,134	21,584	4.80%	
	Total	4	3,205,345	5,937,301	6,180,720	243,420	1.39% Spending progressing as expected
						6.18%	
Operations & Maintenance	Salaries & Benefits	6,637,153	13,274,305	14,698,102	1,423,797	Salaries lower than expected due to unfilled postings in trades at the start of the year. All unfilled postings are now filled.	
	Services and Supplies	3,333,770	8,652,850	8,652,850	0	9.69%	
	Total	5	9,970,923	21,927,155	23,350,952	1,423,797	0.00% Spending progressing as expected
						6.10%	
Transportation	Salaries & Benefits		2,990,000	2,990,557	557	An additional bus route was added in late September (2 already in preliminary), otherwise bussing salaries progressing as expected	
	Services and Supplies	661,200	1,053,695	1,053,695	0	0.02%	
	Total	7	1,873,738	4,043,695	4,044,252	557	0.00% Spending progressing as expected
						0.01%	
TOTALS		89,158,865	215,408,151	217,859,742	2,451,591	1.13%	

Capital Fund							
		Actual to Dec 31, 2018	Forecast to Year End	2018/2019 Amended Annual Budget	Forecast (Over) Under	Forecast Variance % Commentary	
Capital Assets	Local Capital	03	\$ 659,142	\$ 4,755,000	\$ 4,782,731	\$ 27,731	0.58% Additions relate primarily to the District's school refresh program and school based capital purchases
	Bylaw Capital	99	5,278,020	13,195,051	13,195,051	-	0.00% Amortization adjusted once FS were finalized
TOTALS			\$ 5,937,162	\$ 17,950,051	\$ 17,977,782	\$ 27,731	0.15%

Special Purpose Funds						
	Fund	Actual to Dec 31, 2018	Forecast to Year End	2018/2019 Amended Annual Budget	% of Budget Spent	Forecast (Over) Under
Annual Facilities	55/6	\$ 852,017	\$ 1,146,445	\$ 1,146,445	74.32%	Includes 17/18 AFG carry fwd to be spent by March 2019
Learning Improv-Support Staff	97	138,786	786,854	786,854	17.64%	Expected to fully spend by June 30, 2019 (Not all behavioral CEAs positions have been filled yet).
Special Education Equipment	72	560	30,187	30,187	1.86%	Spending will progress as expected throughout the year
Service Delivery Transformation	91	22,612	91,684	91,684	0.00%	Must be fully spent by June 30, 2019
School Generated	89	1,957,717	7,300,000	7,300,000	26.82%	Spending progressing as expected
Strong Start	94	109,275	256,000	256,000	42.69%	Spending progressing as expected
Ready Set Learn	95	23,494	75,950	79,750	29.46%	Spending progressing as expected
Official Languages (French)	96	153,625	308,871	308,871	49.74%	Spending progressing as expected
Community Link	85	430,765	1,282,155	1,282,155	33.60%	Prior year carry forward to be spent by June 30, 2019
Coding & Curric Implementation	86	-	23,164	23,164	0.00%	Must be fully spent by June 30, 2019
						Additional CEF funding requested & received, additional teachers added for composition.
Classroom Enhancement	71	5,338,510	13,579,996	13,579,996	39.31%	Expected to fully spend by June 30, 2019
Provincial Resource Project	88	93,078	182,129	182,129	51.11%	
TOTALS		\$ 9,120,439	\$ 25,063,435	\$ 25,067,236	36.38%	

Total Budget Bylaw		\$ 260,904,759
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Bylaw Capital Projects

	Fund	Actual to Dec 31, 2018	Ministry COA Budget	Balances Still to Withdraw	% of Budget Spent	Forecast (Over) Under
Annual Facilities Grant	56	\$ 2,554,972	\$ 3,075,143	\$ 520,171	83.08%	Expected to fully spend by March 31, 2019
Canyon Falls Middle	33	14,638,628	31,806,058	17,167,430	46.02%	Must be fully spent by March 31, 2019, will request extension as required.
Lake Country Middle	33	125,873	28,852,848	28,726,975	0.44%	Must be fully spent by June 1, 2021, will request extension as required.
Dust Collectors	34	464,171	1,300,000	835,829	35.71%	To be spent by March 31, 2019.
PLE Playground	34	105,000	105,000	-	100.00%	Funds have been fully drawn & spent.
Replacement Buses	34	1,379,534	1,979,624	600,090	69.69%	To be spent by March 31, 2019.
TOTALS		\$ 19,268,178	\$ 67,118,673	\$ 47,850,495	28.71%	

Other Information

		2018/2019 Figures (30-Sept-18)	2017/2018 Figures	Notes
Appropriated Surplus			4,869,680	
Unappropriated Surplus			2,519,656	
Total Surplus		\$ -	\$ 7,389,336	Available for carry forward
Staffing FTE				
Teachers			1,382.51	
Principal/Vice Principals	MBF		1,347.34	
Educational Assistants	MBF		94.00	
Support Staff			510.00	Additional CEAs required
Other Professionals			498.00	Ab Ed. clerical + school support
Total Staffing FTE		2,523.51	2,467.34	Assistant Director of Operations
Funded Students (FTE)				
School Age				
Alternate Schools		22,279.6000	21,810.1875	469.41
Distributed Learning (DL)		255.0000	194.0000	61.00
Total Enrolment Based Funding		144.5000	79.1250	65.38
Level 1 Special Needs			22,679.1000	22,083.3125
Level 2 Special Needs			18.0000	14.0000
Level 3 Special Needs			904.0000	847.0000
English Language Learners			223.0000	255.0000
Aboriginal Education			604.0000	527.0000
Adult Education			2,679.0000	2,500.0000
Supplemental for Unique Student Needs		4,434.7500	4,150.6250	7.6250 (0.88)
CE - Feb/May (Recount)			0.0000	32.0000
DL - Feb/May (Recount)			0.0000	381.8750
Level 2 Special Needs			0.0000	27.0000
ELL Supplement - Newcomer Refugees			0.0000	4.0000
Total Feb & May Enrolment Counts			0.0000	444.8750
International Education			400.0000	400.0000
Total Student FTE			27,513.8500	27,078.8125

LEVEL 4 AND 5 FIELD STUDY SUMMARY - 2018/2019

A	B	C	D	E	F	G	H	I	J	K	L
No.	SCHOOL	LEVEL	DESTINATION	COUNTRY	NATURE OF TRIP	Group Involved	Grade	# of Students	Leave Date	Return Date	# of Days
1	OKM	5	Lake Louise, Banff National Park, AB	Canada	Watershed and Glacier Studies	Grade 11 Quest BC Group	11	21	5-Sep-2018	9-Sep-2018	4
2	MBSS	5	Wenatchee, WA	USA	Athletic Competition	Varsity and Junior Varsity Football Team	9 to 12	55	13-Sep-2018	15-Sep-2018	2
3	OKM	4	Banff, Yoho and Kootenay National Parks, AB	Canada	Hiking, Camping, and Team Building	Grade 12 Students	12	130	16-Sep-2018	22-Sep-2018	6
4	KSS	4	Twin Lakes (near Cherryville, BC)	Canada	Hiking, Camping	Outdoor Education Students	12	24	20-Sep-2018	22-Sep-2018	2
5	MBSS	4	McCullough Lake, BC	Canada	Backpacking, Hiking, Wilderness Camping, Survival Skills	Outdoor Education Students	10 to 12	20	20-Sep-2018	22-Sep-2018	2
6	GESS	4	Myra Canyon Adventure Park, Kelowna, BC	Canada	Grad Retreat	Grade 12 Students	12	180	21-Sep-2018	21-Sep-2018	0
7	MBSS	5	Edmonton, AB	Canada	Canadian Student Leadership Conference	Leadership Students	11 & 12	5	23-Sep-2018	30-Sep-2018	7
8	DRK	4	Silver Lake Camp (near Peachland, BC)	Canada	Hiking, Camping, Archery, High Ropes	French Immersion Learning Community	7	75	25-Sep-2018	26-Sep-2018	1
9	RSS	4	Glacier National Park, Rogers Pass, BC	Canada	Hiking, Camping	Outdoor Education Students	10 to 12	24	25-Sep-2018	28-Sep-2018	3
10	MBSS	4	Boucherie Bluffs, BC	Canada	Climbing, Rappelling, Belaying, Hiking	Outdoor Education Students	9 to 12	12	26-Sep-2018	26-Sep-2018	0
11	DRK	4	Eagle Bay Camp (near Skeena, BC)	Canada	Camping, Kayaking, Archery, Climbing Wall	Grade 8 Students	8	75	26-Sep-2018	28-Sep-2018	2
12	SVM	4	E.C. Manning Provincial Park, BC	Canada	Camping and Hiking	Outdoor Education Students	8	42	26-Sep-2018	28-Sep-2018	2
13	KLO	4	Myra Canyon Adventure Park, Kelowna, BC	Canada	Team Building, Ropes and Aerial Treetop Courses	WEB Leadership Classes	9	53	27-Sep-2018	27-Sep-2018	0

LEVEL 4 AND 5 FIELD STUDY SUMMARY - 2018/2019

	A	B	C	D	E	F	G	H	I	J	K	L
15	14	KSS	4	Gulf Islands, BC	Canada	SALTS Tall Ship Sailing	Outdoor Education & Rec Leadership- Students	11 & 12	27	30-Sep-2018	5-Oct-2018	5
16	15	DRK	4	Myra Canyon Adventure Park, Kelowna, BC	Canada	Team Building, Ropes and Ariel Treetop Courses	Grade 7 Students	7	65	1-Oct-2018	1-Oct-2018	0
17	16	OKM	4	Okanagan Mountain Park, BC	Canada	Canoe Trip and Environmental Science Inquiry	OKM Quest BC Class	11 & 12	23	1-Oct-2018	3-Oct-2018	2
18	17	MBSS	4	Boucherie Bluffs, BC	Canada	Climbing, Rappelling, Belaying, Hiking	Outdoor Education- Students	10 to 12	17	2-Oct-2018	2-Oct-2018	0
19	18	OKM	5	Ashland, OR	USA	Attending the Oregon Shakespeare Festival	OKM Theatre Company	10 to 12	17	2-Oct-2018	6-Oct-2018	4
20	19	KLO	4	Myra Canyon Adventure Park, Kelowna, BC	Canada	Team Building, Ropes and Ariel Treetop Courses	Grade 7 Students	7	50	3-Oct-2018	3-Oct-2018	0
21	20	MJE	4	CANCELLED Silver Lake Camp (near Pecheland, BC)	Canada	Community Celebration and Team Building	All Grade 5 Students	5	90	4-Oct-2018	4-Oct-2018	0
22	21	KSS	5	Washington, DC & New York City, NY	USA	Fine Arts, Media and Cultural Tour	Fine Arts and Media Students	10 to 12	38	8-Oct-2018	12-Oct-2018	4
23	22	MBSS	4	Skaha Bluffs Provincial Park, BC	Canada	Outdoor Leadership Development, Assisting Beginners Rock Climbing	Leadership Students	11 & 12	8	9-Oct-2018	14-Oct-2018	5
24	23	MBSS	4	Okanagan Mountain Park, BC	Canada	Hiking	Outdoor Education- Students	9	24	10-Oct-2018	12-Oct-2018	2
25	24	MBSS	4	Skaha Bluffs Provincial Park, BC	Canada	Introduction to Rock Climbing	Outdoor Education- Students	10 to 12	12	10-Oct-2018	14-Oct-2018	4
26	25	KSS	4	Finlayson Lakes (near Mabel Lake, BC)	Canada	Hiking, Camping	Outdoor Education- Students	11	46	11-Oct-2018	13-Oct-2018	2
27	26	GPE	5	-Disneyland, Anaheim, CA	USA	"Dreams Take Flight"- Program	Special Needs- Students	5 & 6	5	15-Oct-2018	17-Oct-2018	2
28	27	SVE	5	-Disneyland, Anaheim, CA	USA	"Dreams Take Flight"- Program	Special Needs- Students	3 to 5	6	15-Oct-2018	17-Oct-2018	2

LEVEL 4 AND 5 FIELD STUDY SUMMARY - 2018/2019

	A	B	C	D	E	F	G	H	I	J	K	L
29	28	CPS	4	Green Bay Bible Camp, West Kelowna, BC	Canada	Camping, Outdoor- Activities	Pre-Gateway Class	10 to 12	20	16-Oct-2018	17-Oct-2018	1
30	29	KSS	4	Brent Mountain near Penticton, BC	Canada	Hiking	Outdoor Education- Students	12	24	18-Oct-2018	18-Oct-2018	0
31	30	KSS	4	Rockridge Canyon, Princeton, BC	Canada	BC Student Leadership- Conference	Leadership Students	10 to 12	26	18-Oct-2018	21-Oct-2018	3
32	31	KLO	4	Rockridge Canyon, Princeton, BC	Canada	BC Student Leadership- Conference	Leadership Students	9	16	18-Oct-2018	21-Oct-2018	3
33	32	DRK	4	Rockridge Canyon, Princeton, BC	Canada	BC Student Leadership- Conference	Leadership Students	8 & 9	10	18-Oct-2018	21-Oct-2018	3
34	33	MBSS	4	Rockridge Canyon, Princeton, BC	Canada	BC Student Leadership- Conference	Junior Firefighter- Academy Students	11 & 12	17	18-Oct-2018	21-Oct-2018	3
35	34	MBSS	4	Rockridge Canyon, Princeton, BC	Canada	BC Student Leadership- Conference	Leadership and- Indigenous- Leadership Students	10 to 12	20	18-Oct-2018	21-Oct-2018	3
36	35	RMS	4	Rockridge Canyon, Princeton, BC	Canada	BC Student Leadership- Conference	Leadership and- Indigenous- Leadership Students	8 & 9	10	18-Oct-2018	21-Oct-2018	3
37	36	RSS	4	Rockridge Canyon, Princeton, BC	Canada	BC Student Leadership- Conference	Leadership and- Indigenous- Leadership Students	8 to 12	10	18-Oct-2018	21-Oct-2018	3
38	37	SVM	4	Rockridge Canyon, Princeton, BC	Canada	BC Student Leadership- Conference	Leadership and- Indigenous- Leadership Students	8 & 9	16	18-Oct-2018	21-Oct-2018	3
39	38	OKM	4	CANCELLED Pacific Rim National Park and Clayoquot Sound	Canada	Exploration of Ocean- Ecosystems and- Pollution and First- Nations Cultural Practices	OKM Quest BC Class	11	23	18-Oct-2018	22-Oct-2018	4

LEVEL 4 AND 5 FIELD STUDY SUMMARY - 2018/2019

	A	B	C	D	E	F	G	H	I	J	K	L
40	39	OKM	4	Divide Lake, Okanagan Mountain Park (near Kelowna, BC)	Canada	Hiking, Camping, Exploration, Orienteering, and Geocaching	Outdoor Education- Students	10 to 12	24	19-Oct-2018	20-Oct-2018	1
41	40	RSS	4	Bamfield, BC	Canada	Marine Biology Field Studies & Lab Work	Biology-Students	11 & 12	20	19-Oct-2018	23-Oct-2018	4
42	41	OKM	4	Gulf Islands National Park and Victoria, BC	Canada	Sailing and Life Training	OKM-Quest-BC, Leadership and International Education Students	7 to 12	27	21-Oct-2018	27-Oct-2018	6
43	42	MBSS	4	Okanagan Mountain Park, BC	Canada	Hiking	Outdoor Education- Students	9	30	24-Oct-2018	26-Oct-2018	2
44	43	KSS	4	Beaver Lake (near Winfield, BC)	Canada	Camping, Canoeing	Outdoor Education- Students	12	22	25-Oct-2018	26-Oct-2018	1
45	44	RSS	4	McGulloch Forestry Rec Site (near McGulloch Lake)	Canada	Camping and Hiking	Outdoor Education- Students	9	25	25-Oct-2018	26-Oct-2018	1
46	45	KSS	4	Kettle Valley Railway, Penticton, BC (towards Osprey Lake)	Canada	Camping and Biking	Outdoor Education- Students	11	24	1-Nov-2018	2-Nov-2018	1
47	46	RSS	4	RESCHEDULED TO NOV. 29-30, 2018 McGulloch Forestry Rec Site (near McGulloch Lake)	Canada	Camping and Hiking	Outdoor Education- Students	11 & 12	18	1-Nov-2018	2-Nov-2018	1
48	46	MBSS	4	North Okanagan Fire Training Centre, Vernon, BC	Canada	Live Fire Training	MBSS Junior Fire Academy	11 & 12	28	3-Nov-2018	3-Nov-2018	0
49	47	RSS	4	McGulloch Forestry Rec Site (rescheduled due to weather) (near McGulloch Lake)	Canada	Camping and Hiking	Outdoor Education- Students	10	24	6-Nov-2018	7-Nov-2018	1

LEVEL 4 AND 5 FIELD STUDY SUMMARY - 2018/2019

	A	B	C	D	E	F	G	H	I	J	K	L
50	48	GMS & CNB	5	Chubu University Haruhigaoka High School Kasugai, Aichi	Japan	Cultural Exchange- Activities at Sister School and Assisting in English Classes	Student Scholarship- Winners	8 & 9	4	10-Nov-2018	18-Nov-2018	8
51	49	OKM	4	Whistler, BC	Canada	Experiences in Coastal- Geography and Sustainability and First- Peoples' Principles	Quest BC	11	24	13-Nov-2018	17-Nov-2018	4
52	50	OKM	4	Hardcore Archery- Kelowna, BC	Canada	Archery	Outdoor Education- Students	10 to 12	14	21-Nov-2018	21-Nov-2018	0
53	51	OKM	4	Hardcore Archery- Kelowna, BC	Canada	Archery	Outdoor Education- Students	10 to 12	14	28-Nov-2018	28-Nov-2018	0
54	52	RSS	4	CANCELLED- RESCHEDULED FROM NOV-12-2018- McCulloch Forestry Rec- Site (near McCulloch Lake)	Canada	Camping and Hiking	Outdoor Education- Students	11 & 12	18	29-Nov-2018	30-Nov-2018	1
55	53	KSS	5	Big Island & Oahu- Hawaii	USA	Biology Tour- Snorkelling, Catamaran- Tour, Hiking, Swimming, Aquarium Visit	Marine Biology- Students	11	24	29-Nov-2018	8-Dec-2018	9
56	54	OKM	5	CANCELLED Jyväskylä and Helsinki	Finland	Curricular School / Hockey and Cultural Tour	OKM Hockey- Canada Skills- Academy	9 to 12	24	30-Nov-2018	9-Dec-2018	9
57	55	OKM	4	Hardcore Archery- Kelowna, BC	Canada	Archery	Outdoor Education- Students	10 to 12	14	5-Dec-2018	5-Dec-2018	0
58	56	GPS	4	Big White Ski Resort- Kelowna, BC	Canada	Team Building	Gateway Class	10 to 12	20	11-Dec-2018	13-Dec-2018	2
59	57	GMS	5	Kasugai, Aichi	Japan	Students presenting on- Sustainability at Trans-Pacific Conference	Sustainability Club- Students	9	2	12-Dec-2018	16-Dec-2018	4
60	58	KSS	5	Edmonton, AB	Canada	Basketball Tournament	4A Boys' Basketball Team	10 to 12	15	12-Dec-2018	16-Dec-2018	4

LEVEL 4 AND 5 FIELD STUDY SUMMARY - 2018/2019

	A	B	C	D	E	F	G	H	I	J	K	L
61	59	KLO	4	Big White Ski Resort, Kelowna, BC	Canada	Team Building, Tubing and Skating	French Immersion- Learning- Community	8	50	14-Dec-2018	14-Dec-2018	0
62	60	RSS	4	CANCELLED-Geen Lake (near Post#1 Lake, BC)	Canada	Camping and Snowshoeing	Outdoor Education- Students	10 to 12	16	19-Dec-2018	21-Dec-2018	2
63	61	KSS	5	Seattle, WA	USA	Basketball Tournament	4A Boys' Basketball Team	10 to 12	15	26-Dec-2018	29-Dec-2018	3
64	62	MBSS	4	Silver Lake Forestry Camp, BC	Canada	Snowshoeing- Shelter- Building, Survival Fires	Outdoor Education- Students	9	30	10-Jan-2019	11-Jan-2019	1
65	63	MBSS	4	Silver Lake Forestry Camp, BC	Canada	Snowshoeing- Shelter- Building, Survival Fires	Outdoor Education- Students	9	30	14-Jan-2019	15-Jan-2019	1
66	64	MBSS	4	Kelowna Highlands- Kelowna, BC	Canada	Winter Camp Skills- Snow Shelter Building- Snowshoeing	Outdoor Education- Students	10 to 12	40	18-Jan-2019	20-Jan-2019	2
67	65	OKM	4	McCullough Lake, BC	Canada	Winter Camping	Quest Students	11	24	20-Jan-2019	22-Jan-2019	2
68	66	OKM	4	Greta Ranch, Peachland, BC	Canada	Winter Camping	Outdoor Education- Students	10 to 12	34	23-Jan-2019	25-Jan-2019	2
69	67	KLO	4	West Kelowna Telemark- Nordic Club, West Kelowna, BC	Canada	Cross-Country Skiing	Grade 7 Students	7	47	24-Jan-2019	24-Jan-2019	0
70	68	WAT	4	Gardom Lake Camp- (near Enderby, BC)	Canada	Hiking, Outdoor Games- Shelter Building- Orienteering	Outdoor Education- Students	6	73	30-Jan-2019	1-Feb-2019	2
71	69	KLO	5	St. Raymond, Quebec	Canada	Experiences Canada Quebec Exchange Program	French Immersion Students	9	22	7-Feb-2019	15-Feb-2019	8
72	70	KSS	4	Bob's Lake (near Elkhart Lodge, BC)	Canada	Snowshoeing, Snow Shelter Building	Outdoor Education Students	11	30	12-Feb-2019	13-Feb-2019	1
73	71	GMS	5	Québec City, QC	Canada	Language & Cultural Immersion at the Carnival de Québec	French Students	9	18	12-Feb-2019	17-Feb-2019	5

LEVEL 4 AND 5 FIELD STUDY SUMMARY - 2018/2019

	A	B	C	D	E	F	G	H	I	J	K	L
74	72	RSS	4	Geen Lake (Postil Lake Area, BC)	Canada	Hiking & Camping	Outdoor Education	10-12	18	13-Feb-2019	15-Feb-2019	2
75	73	KSS	5	Big Island and Oahu, Hawaii	USA	Biology Tour, Snorkelling, Catamaran Tour, Hiking, Swimming, Aquarium Visit	Marine Biology Students	11	35	20-Feb-2019	1-Mar-2019	9
76	74	OKM	4	Pear Lake, BC	Canada	Winter Camping	Outdoor Education	10 - 12	34	21-Feb-2019	22-Feb-2019	1
77	75	KSS	4	Headwaters Lakes (near Peachland, BC)	Canada	Snowshoeing, Snow Shelter Building	Outdoor Education Students	12	30	21-Feb-2019	23-Feb-2019	2
78	76	MBSS	5	Moscow, Idaho	USA	Lionel Hampton Jazz Festival	Music Students	10 to 12	40-50	21-Feb-2019	24-Feb-2019	3
79	77	MBSS	4	Silver Lake Forestry Camp, BC	Canada	Snowshoeing, Shelter Building, Survival Fires	Outdoor Education Students	9	30	26-Feb-2019	27-Feb-2019	1
80	78	MBSS	5	Las Vegas, Nevada	USA	Sports Tournament, Rugby Games	Senior Girls' Rugby Students	10 to 12	21-23	27-Feb-2019	3-Mar-2019	4
81	79	MBSS	4	Silver Lake Forestry Camp, BC	Canada	Snowshoeing, Shelter Building, Survival Fires	Outdoor Education Students	9	30	28-Feb-2019	1-Mar-2019	1
82	80	MBSS	5	Honolulu, Hawaii	USA	Soccer Games and Tournament	AAA Girls' Soccer Team	9 to 12	20	7-Mar-2019	15-Mar-2019	8
83	81	GMS	4	Vancouver, BC	Canada	Attend Canucks Game Day Skate/Tour Arena, Science World, Attend Canucks Game.	GMS Hockey Academy Students	7 to 9	47-55	12-Mar-2019	14-Mar-2019	2
84	82	GESS, KSS, MBSS and RSS	5	Annecey, Rumilly, and Chambéry	France	FIMM and Core French Student Exchange Program	Core French and French Immersion Students	10 to 12	49	16-Mar-2019	27-Apr-2019	42
85	83	OKM	4	Victoria and Gulf Islands, BC	Canada	Tall Ship Sailing and Life Training Experience	OKM SALTS Sailors	7 to 12	28	7-Apr-2019	13-Apr-2019	6
86	84	KSS	5	Banff, AB	Canada	Canadian Rocky Mountain Music Festival	Music Students	10 to 12	57	11-Apr-2019	14-Apr-2019	3
87	85	MBSS	5	Toronto, ON	Canada	Toronto ABA Hair Show & Conference	Cosmetology Students	11 & 12	9	12-Apr-2019	16-Apr-2019	4

LEVEL 4 AND 5 FIELD STUDY SUMMARY - 2018/2019

	A	B	C	D	E	F	G	H	I	J	K	L
88	86	KSS	5	Kyoto	Japan	Cultural Tour	Japanese Class Students	11 & 12	22	13-Apr-2019	23-Apr-2019	10
89	87	MBSS	4	Gulf Islands, BC	Canada	Sea Kayaking, Wilderness Camping	Outdoor Education Students	10 to 12	15	23-Apr-2019	28-Apr-2019	5
90	88	GESS	5	Anaheim, California	USA	Leadership and Team Building Workshops	GESS Leadership Students	10 to 12	16	29-Apr-2019	4-May-2019	5
91	89	ELE	4	Gardom Lake Camp (near Enderby, BC)	Canada	Year End Camping Trip	Grade 5	5	38	1-May-2019	3-May-2019	2
92	90	OKM	4	Whistler, BC	Canada	Participate in the Whistler Music Festival	Concert Band Students	9	70	2-May-2019	5-May-2019	3
93	91	KLO	5	Royal Tyrrell Museum, Drumheller, AB	Canada	Visit the Royal Tyrrell Museum of Palaeontology	Grade 7 and 8 Students	7 & 8	32	6-May-2019	8-May-2019	2
94	92	RLE	4	Gardom Lake Camp (near Enderby, BC)	Canada	Year End Camping Trip	Grade 5	5	84	13-May-2019	14-May-2019	1
95	93	OKM	5	Ottawa, ON	Canada	Participate in MusicFest	Jazz Students	10 to 12	43	14-May-2019	18-May-2019	4
96	94	DWE	4	Gardom Lake Camp (near Enderby, BC)	Canada	Year End Camping Trip	Grade 5 and 6 Students	5 & 6	126	15-May-2019	17-May-2019	2
97	95	KSS	5	San Francisco, CA	USA	Curricular Enhancement	Humanities Students	11 & 12	50	19-May-2019	25-May-2019	6
98	96	MJE	4	Green Bay Bible Camp, West Kelowna, BC	Canada	Watersports, Kayaking, Canoeing, Archery, Indoor Rock Wall Climbing	All Grade 4 Students	4	75	4-Jun-2019	4-Jun-2019	0
99	97	GPE	4	Camp Owaissi, Kelowna, BC	Canada	Hiking, Archery, Canoeing, Kayaking, Swimming, Orienteering	All Grade 5 and 6 Students	5 & 6	96	6-Jun-2019	7-Jun-2019	1
100	98	GME	4	Silver Lake Camp (near Peachland, BC)	Canada	Canoeing, Kayaking, Zip Lining, Hiking, Archery, Rock Wall Climbing	Grade 6 Students	6	80	12-Jun-2019	14-Jun-2019	2
101	99	AME	4	Sunnybrae Camp (near Shuswap, BC)	Canada	Year End Camping Trip	Grade 6 Students	6	95	19-Jun-2019	20-Jun-2019	1

LEVEL 4 AND 5 FIELD STUDY SUMMARY - 2018/2019

	A	B	C	D	E	F	G	H	I	J	K	L
	100	KLO	5	Montreal and Québec City, QC	Canada	French Language and French Canadian Cultural Experience	Grade 8 and 9 Students	8 & 9	32	22-Jun-2019	28-Jun-2019	6
102	101											0
103	102											0
104	103											0
105	104											0
106	105											0
107	106											0
108	107											0
109	108											0
110	109											0
111	110											0
112	111											0
113	112											0
114												0
115	Submitted to Board of Education Meeting February 13, 2019											



**Central Okanagan
Public Schools**
Together We Learn

BOARD OF EDUCATION INCAMERA BOARD MEETING GENERAL STATEMENT

Date: Wednesday, January 30, 2019
Time: 3:30 pm to 5:36 pm
Location: School Board Office
1040 Hollywood Road S.
Kelowna, BC

Trustees in Attendance: Trustee M. Baxter (Chairperson)
Trustee N. Bowman
Trustee R. Cacchioni
Trustee C. Desrosiers
Trustee J. Fraser
Trustee A. Geistlinger
Trustee L. Tiede

Staff in Attendance: K. Kaardal, Superintendent of Schools/CEO
E. Sadlowski, Secretary-Treasurer/CFO
T. Beaudry, Deputy Superintendent
B. McEwen, Director of Instruction - Human Resources
K. Cormier, Assistant Director of Human Resources
M. DesRochers, Executive Assistant (*Recorder*)

**The following general statement is prepared and issued in accordance with
Section 72 (3) of the School Act RSBC 1996**

The meeting was called to order at 3:30 pm.

1. The Board adopted the Agenda as amended for the Incamera Meeting of January 30, 2019.
2. The Board adopted the Minutes as amended for the Incamera Meeting of January 16, 2019.
3. There were two Human Resources Information Items.
4. There was one Human Resources Information Item.
5. There were three Action Items.
6. There were three Information Items.
7. There were no Items Requiring Special Mention.
8. There were six Invitations (For Trustee Attendance).
9. There were two Board Meetings with Partner and Community Groups items.
10. There was one BC Public School Employers' Association item.
11. There were seven BC School Trustee Association items.
12. There was one Future Incamera Agenda item.

The meeting was adjourned at 5:36 pm.

Eileen Sadlowski, Secretary-Treasurer